

ACTIVITIES THAT ARE INAPPROPRIATE FOR CAREER LADDER

The following are **examples** of activities that are not acceptable responsibilities for inclusion in a participant's Career Ladder Development Plan. **THIS LIST IS NOT ALL INCLUSIVE.**

- Painting classrooms
- School beautification projects
- Community activities that do not include students
- Community activities that do include students but are not directly and obviously related to instruction
- Taking tickets, time keeping, score keeping, attending school functions
- Any fund raisers or concession stand activities (PTO carnivals, PTO craft fairs, ball tournaments, book orders, etc.)
- Attending Board of Education meetings (unless attending to make a report for an approved committee)
- Any activity that is part of the educator's regular contracted day
- Any activity for which the educator receives compensation regardless of the source of that compensation
- College classes in administration (exception: class required for another program; ex. curriculum development)
- Any Church affiliated activity
- Any activity related to scouting or other non-academic activities
- Tutoring cannot include open gym, study hall, detention, and/or any activity for which a teacher receives a stipend
- IEP meetings
- Writing lesson plans or instructional units that are part of a teacher's regular responsibility to implement the district's curriculum and to design appropriate learning experiences for the students in his/her classroom or team

NOTE: The educator should be an ACTIVE participant in the planning and execution of approved activity. Supervision or attendance alone is not adequate.

(Example: Attending a workshop or conference is not adequate. In addition to attendance, a participant should find a way to report (written or oral) and share with co-workers ideas, teaching strategies, content updates, etc, acquired at the professional meeting. Being a presenter is sufficient. Supervision of students on the bus (ex. field trips) is not adequate.)

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